

LVCH015284 (TAA05TOJ)



Primary Traveler	Jahan Wilcox (b) (6)	Purpose	1-SUPERFUND SITE TRAVEL
Document Type	Local Voucher	Travel Dates	03/30/2018 - 05/01/2018
Type Code	LOCAL	Trip Name	Meeting with Media as Press Secretary
Organization	EPAAO11OEAE	Currency	USD
Total Cost	80.43		
Current Status	PAID	Document Details	To support the Administrator as Press Secretary to communicate with various Media.
Next Status			

Traveler Profile

Name	Wilcox, Jahan R	Organization	EPAAO11OEAE
TrID	(b) (6)	Duty Station	
Office Address	Washington, DC	Card	ADVANCE AUTHORIZED
Office Phone	2025641991	EMAIL	WILCOX.JAHAN@EPA.GOV

Trip Details

Document Totals

Total Expenses	80.43	Advance Requested	0.00
Reimbursable Expenses	80.43	Net to Traveler	73.63
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	6.80

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Misc Expense	73.63	0.00
Transaction Fees	6.80	0.00
Total Expenses	80.43	0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
03/30/2018	Public Transit	Misc Expense	10.36	PERSONAL	
04/05/2018	Public Transit	Misc Expense	18.00	PERSONAL	
04/06/2018	Public Transit	Misc Expense	25.27	PERSONAL	
04/27/2018	Light Rail	Misc Expense	20.00	PERSONAL	
05/01/2018	Local Voucher Fee	Transaction Fees	6.80	GOVCC	
Total Non-Per Diem Expenses					80.43
Total Per Diem Expenses					0.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11OEAE	18 OA OEAE	H8T.20182019.B.11H.000ME8.MN111100.	GOVCC	6.80

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11OEAE	18 OA OEAE	H8T.20182019.B.11H.000ME8.MN111100.	PERSONAL	73.63

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11OEAE	18 OA OEAE	H8T.20182019.B.11H.000ME8.MN111100.	80.43

Totals by Payment Method

Payment Method	Amount
GOVCC	6.80
PERSONAL	73.63

Document History - 03/30/2023 Local Voucher: LVCH015284

Status	Date	Time	Signature Name	Comments
PAID	05/08/2018	3:02AMEST	One, EAI User	EAI Document Status Update WS
PENDING	05/07/2018	2:52PMEST	SYSUTILITY	EAI Voucher Submitted
VOUCHER APPROVED	05/07/2018	2:52PMEST	PENNINGTON, SHAUN	
CERTIFIED	05/07/2018	12:00PMEST	HURT, TIFFANY Marlene	
ADJUSTED	05/07/2018	11:59AMEST	HURT, TIFFANY Marlene	
AUTHORIZED	05/07/2018	11:45AMEST	GRANTHAM, NANCY A	
SIGNED	05/04/2018	12:20PMEST	Wilcox, Jahan R	
PREPARED	05/01/2018	8:48AMEST	WOODWARD, CHERYL Denise	
CREATED	05/01/2018	8:30AMEST	WOODWARD, CHERYL Denise	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

VCH147843-1 (TAA04Q7V)



Primary Traveler Jahan Wilcox (b) (6)
Document Type Vch
Type Code TEMPORARY DUTY
Organization EPAAO11OPA
Duty Station Org EPAAO11OEAE
Total Cost 1,294.47
Current Status PAID
Next Status

Purpose 9-OTHER TRAVEL
Travel Dates 07/17/2017 - 07/19/2017
Trip Name Trip from Washington to Minneapolis/St. Paul
Currency USD
Per Diem Locations MINNEAPOLIS, MN
Document Details Provide comms staff support for the Administrator

Traveler Profile

Name Wilcox, Jahan R
TrID (b) (6)
Office Address Washington, DC
Office Phone 2025641991

Organization EPAAO11OEAE
Duty Station
Card ADVANCE AUTHORIZED
EMAIL WILCOX.JAHAN@EPA.GOV

Trip Details

Document Information

Purpose Provide comms staff support for the Administrator

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
07/17/17	07/19/17	MINNEAPOLIS, MN		145.00 / 64.00

Document Totals

Total Expenses	1,294.47	Advance Requested	0.00
Reimbursable Expenses	818.31	Net to Traveler	818.31
Non-Reimbursable Expenses	476.16	Net to Government	476.16
		Pay to Charge Card	0.00

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	446.66	0.00
Hotel Tax	40.00	0.00
Lodging-PerDiem	290.00	0.00
M&IE-PerDiem	160.00	0.00
Misc Expense	75.28	0.00
Rental Car	253.03	0.00
Transaction Fees	29.50	0.00
Total Expenses	1,294.47	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		438.40
COMM-CARR	Delta	(b) (6)		0.00
LODGE	Embassy Suites	(b) (6)		290.00
RENTAL	Sixt	(b) (6)		253.03

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt)	To MSP-Minneapolis / St. Paul, MN (USA)
Air	
Monday July 17, 2017	
DCA-Washington, DC (USA) to MSP-Minneapolis / St. Pa	
Jul 17 Delta 1541 Minneapolis / St. Paul, MN (USA) 07/17/2017 9:11PM Confirmation Number	Duration Unknown Nonstop Minneapolis / St. Paul, MN (USA) 07/17/2017 9:11PM
Flight Information Distance 928 miles No Seat Assigned	Emissions 361.9 lbs of CO2 Cost 438.40 USD
Hotel	
Embassy Suites	
Jul 17 Checking in 07/17/2017	Checking out 07/19/2017 Total Rate 290.00 USD
Car	
Car Rental at MSP-Minneapolis / St. Pa	
Jul 17 Sixt Picking Up 07/17/2017 9:11PM Picking Up at MSP-Minneapolis / St. Pa	Returning 07/19/2017 8:20PM Returning to MSP-Minneapolis / St. Pa Total Rate 253.03 USD
Air	
Wednesday July 19, 2017	
MSP-Minneapolis / St. Pa to DCA-Washington, DC (USA)	
Jul 19 Delta 1776 Washington, DC (USA) (National Apt) 07/19/2017 11:55PM Confirmation Number	Duration Unknown Nonstop Washington, DC (USA) (National Apt) 07/19/2017 11:55PM
Flight Information Distance 928 miles No Seat Assigned	Emissions 361.9 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
07/17/2017	Airline Flight	Com. Carrier	438.40	CENTRAL BILL	
07/17/2017	Travel Fee <i>Comment: OTRS Domestic-Intl w-Air-Rail</i>	Com. Carrier	8.26	CENTRAL BILL	
07/17/2017	Hotel Tax (CONUS Only)	Hotel Tax	40.00	PERSONAL	
07/17/2017	Lodging <i>Comment: Conf Num: (b) (6) Cmt:</i>	Lodging-PerDiem	145.00	PERSONAL	Yes
07/17/2017	M&IE	M&IE-PerDiem	48.00	PERSONAL	Yes
07/17/2017	Parking	Misc Expense	40.00	PERSONAL	
07/17/2017	Rental Car <i>Comment: Conf Num(b) (6) Cmt:</i>	Rental Car	253.03	PERSONAL	
07/18/2017	Lodging <i>Comment: Conf Num(b) (6) Cmt:</i>	Lodging-PerDiem	145.00	PERSONAL	Yes

Date	Description	Category	Cost	Pay Method	Per Diem
07/18/2017	M&IE	M&IE-PerDiem	64.00	PERSONAL	Yes
07/18/2017	Parking	Misc Expense	4.50	PERSONAL	
07/18/2017	Internet Connection Fees	Misc Expense	17.95	PERSONAL	
07/19/2017	M&IE	M&IE-PerDiem	48.00	PERSONAL	Yes
07/19/2017	Gas-Rental/Govt Car	Misc Expense	12.08	PERSONAL	
07/19/2017	Parking	Misc Expense	0.75	PERSONAL	
07/21/2017	TDY Voucher Fee	Transaction Fees	14.75	CENTRAL BILL	
08/10/2017	TDY Voucher Fee	Transaction Fees	14.75	CENTRAL BILL	
Total Non-Per Diem Expenses					844.47
Total Per Diem Expenses					450.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
07/17/2017	145.00/ 64.00	145.00	145.00	48.00	48.00				
07/18/2017	145.00/ 64.00	145.00	145.00	64.00	64.00				
07/19/2017	145.00/ 64.00	0.00	0.00	48.00	48.00				
Total Per Diem Allowances									450.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11OEAEE	17 OA OEAEE	A7T.20172018.B.11A.ZZZME8.MN111100.	CENTRAL BILL	476.16
EPAAO11OEAEE	17 OA OEAEE	A7T.20172018.B.11A.ZZZME8.MN111100.	PERSONAL	818.31

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11OEAEE	17 OA OEAEE	A7T.20172018.B.11A.ZZZME8.MN111100.	1,294.47

Totals by Payment Method

Payment Method	Amount
CENTRAL BILL	476.16
PERSONAL	818.31

Document History - 03/30/2023 Vch: VCH147843-1

Status	Date	Time	Signature Name	Comments
PAID	08/14/2017	5:00AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	08/11/2017	3:00PMEST	One, EAI User	EAI Document Status Update WS
PENDING	08/11/2017	3:00PMEST	One, EAI User	EAI Voucher Submitted
PENDING	08/11/2017	12:45PMEST	SYSUTILITY	EAI Obligation Submitted

Status	Date	Time	Signature Name	Comments
VOUCHER APPROVED	08/11/2017	12:45PMEST	TURNER, STEVE K	
AUTHORIZED	08/10/2017	2:15PMEST	GRANTHAM, NANCY A	
SIGNED	08/10/2017	1:56PMEST	Wilcox, Jahan R	
PREPARED	08/10/2017	1:52PMEST	GRAY, CARMENDORIS	
CREATED	08/10/2017	1:49PMEST	GRAY, CARMENDORIS	Traveler forgot to submit internet charges
PAID	07/24/2017	9:07AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	07/24/2017	7:06AMEST	One, EAI User	EAI Document Status Update WS
PENDING	07/24/2017	7:06AMEST	One, EAI User	EAI Voucher Submitted
PENDING	07/24/2017	5:53AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	07/24/2017	5:53AMEST	FITZPATRICK, SAMUEL C	
AUTHORIZED	07/21/2017	1:22PMEST	HULL, GEORGE A	
SIGNED	07/21/2017	10:59AMEST	Wilcox, Jahan R	
PREPARED	07/21/2017	10:53AMEST	GRAY, CARMENDORIS	
CREATED	07/21/2017	8:10AMEST	Wilcox, Jahan R	

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Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

VCH150411 (TAA04TNV)



Primary Traveler	Jahan Wilcox (b) (6)	Purpose	9-OTHER TRAVEL
Document Type	Vch	Travel Dates	08/06/2017 - 08/10/2017
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Des Moines
Organization	EPAAO11OEAE	Currency	USD
Total Cost	2,895.21		
Current Status	PAID	Per Diem Locations	DES MOINES, IA / MINNEAPOLIS, MN / FARGO, ND
Next Status		Document Details	Provide comms staff support for the Administrator

Traveler Profile

Name	Wilcox, Jahan R	Organization	EPAAO11OEAE
TrID	(b) (6)	Duty Station	
Office Address	Washington, DC	Card	ADVANCE AUTHORIZED
Office Phone	2025641991	EMAIL	WILCOX.JAHAN@EPA.GOV

Trip Details

Document Information

Purpose Provide comms staff support for the Administrator

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
08/06/17	08/08/17	DES MOINES, IA		107.00 / 59.00
08/08/17	08/09/17	MINNEAPOLIS, MN		145.00 / 64.00
08/09/17	08/10/17	FARGO, ND		91.00 / 51.00

Document Totals

Total Expenses	2,895.21	Advance Requested	0.00
Reimbursable Expenses	1,044.36	Net to Traveler	1,044.36
Non-Reimbursable Expenses	1,850.85	Net to Government	1,850.85
		Pay to Charge Card	0.00

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	1,836.10	0.00
Hotel Tax	65.83	0.00
Lodging-PerDiem	540.00	0.00
M&IE-PerDiem	256.50	0.00
Misc Expense	122.74	0.00
Rental Car	59.29	0.00
Transaction Fees	14.75	0.00
Total Expenses	2,895.21	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		0.00
COMM-CARR	Delta			0.00
COMM-CARR	Delta			0.00
COMM-CARR	Delta			0.00
COMM-CARR	Delta			0.00
COMM-CARR	Delta			0.00
LODGE	Preferred Hotels		Urbandale,IA	149.00
LODGE	Elements			144.00
LODGE	Hyatt		Bloomington,MN	140.00
LODGE	Hampton Inns			107.00
RENTAL	Thrifty			59.30

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
08/04/2017	Travel Fee <i>Comment: LB ATRS Domestic w-Air-Rail</i>	Com. Carrier	34.30	CENTRAL BILL	
08/06/2017	Airline Flight	Com. Carrier	1,801.80	CENTRAL BILL	
08/06/2017	Hotel Tax (CONUS Only)	Hotel Tax	12.84	PERSONAL	
08/06/2017	Lodging <i>Comment: Conf Num(b) (6) ! Cmt:</i>	Lodging-PerDiem	107.00	PERSONAL	Yes
08/06/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
08/06/2017	Trans - Office/Residence	Misc Expense	20.55	PERSONAL	
08/06/2017	Internet Connection Fees	Misc Expense	5.00	PERSONAL	
08/06/2017	Parking	Misc Expense	15.00	PERSONAL	
08/06/2017	Rental Car <i>Comment: Conf Num(b) (6) Cmt:</i>	Rental Car	59.29	PERSONAL	
08/07/2017	Hotel Tax (CONUS Only)	Hotel Tax	17.88	PERSONAL	
08/07/2017	Lodging <i>Comment: Conf Num(b) (6) Cmt:</i>	Lodging-PerDiem	149.00	PERSONAL	Yes
08/07/2017	M&IE	M&IE-PerDiem	59.00	PERSONAL	Yes
08/07/2017	Parking	Misc Expense	5.00	PERSONAL	
08/07/2017	Parking	Misc Expense	4.00	PERSONAL	
08/08/2017	Hotel Tax (CONUS Only)	Hotel Tax	15.12	PERSONAL	
08/08/2017	Lodging <i>Comment: Conf Num(b) (6) Cmt:</i>	Lodging-PerDiem	144.00	PERSONAL	Yes
08/08/2017	M&IE	M&IE-PerDiem	64.00	PERSONAL	Yes
08/08/2017	Gas-Rental/Govt Car	Misc Expense	14.56	PERSONAL	
08/09/2017	Hotel Tax (CONUS Only)	Hotel Tax	19.99	PERSONAL	
08/09/2017	Lodging <i>Comment: Conf Num(b) (6) Cmt:</i>	Lodging-PerDiem	140.00	PERSONAL	Yes
08/09/2017	M&IE	M&IE-PerDiem	51.00	PERSONAL	Yes
08/09/2017	Car Service	Misc Expense	6.75	PERSONAL	

Date	Description	Category	Cost	Pay Method	Per Diem
08/09/2017	Trans - Airport/Hotel	Misc Expense	11.04	PERSONAL	
08/10/2017	M&IE	M&IE-PerDiem	38.25	PERSONAL	Yes
08/10/2017	Internet Connection Fees	Misc Expense	17.95	PERSONAL	
08/10/2017	Trans - Airport/Hotel	Misc Expense	10.16	PERSONAL	
08/10/2017	Trans - Office/Residence	Misc Expense	12.73	PERSONAL	
08/10/2017	TDY Voucher Fee	Transaction Fees	14.75	CENTRAL BILL	
Total Non-Per Diem Expenses					2,098.71
Total Per Diem Expenses					796.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
08/06/2017	107.00/ 59.00	107.00	107.00	44.25	44.25				
08/07/2017	107.00/ 59.00	149.00	149.00	59.00	59.00				
08/08/2017	145.00/ 64.00	144.00	144.00	64.00	64.00				
08/09/2017	91.00/ 51.00	140.00	140.00	51.00	51.00				
08/10/2017	91.00/ 51.00	0.00	0.00	38.25	38.25				
Total Per Diem Allowances									796.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	CENTRAL BILL	1,850.85
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	PERSONAL	1,044.36

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	2,895.21

Totals by Payment Method

Payment Method	Amount
CENTRAL BILL	1,850.85
PERSONAL	1,044.36

Document History - 03/30/2023 Vch: VCH150411

Status	Date	Time	Signature Name	Comments
PAID	08/11/2017	8:04AMEST	One, EAI User	EAI Document Status Update WS
PENDING	08/11/2017	6:04AMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	08/11/2017	6:04AMEST	One, EAI User	EAI Document Status Update WS
PENDING	08/11/2017	4:36AMEST	SYSUTILITY	EAI Obligation Submitted

Status	Date	Time	Signature Name	Comments
VOUCHER APPROVED	08/11/2017	4:36AMEST	COX, ANGELA D	
AUTHORIZED	08/10/2017	2:14PMEST	GRANTHAM, NANCY A	
SIGNED	08/10/2017	1:57PMEST	Wilcox, Jahan R	
PREPARED	08/10/2017	1:47PMEST	GRAY, CARMENDORIS	
CREATED	08/10/2017	1:18PMEST	GRAY, CARMENDORIS	

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SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

VCH153430 (TAA04WP1)



Primary Traveler	Jahan Wilcox (b) (6)	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	08/24/2017 - 08/26/2017
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Oklahoma City
Organization	EPAAO11OEAE	Currency	USD
Total Cost	836.18		
Current Status	PAID	Per Diem Locations	OKLAHOMA CITY, OK
Next Status		Document Details	To provide communications support for the Administrator and to meet with various television stations.

Traveler Profile

Name	Wilcox, Jahan R	Organization	EPAAO11OEAE
TrID	(b) (6)	Duty Station	
Office Address	Washington, DC	Card	ADVANCE AUTHORIZED
Office Phone	2025641991	EMAIL	WILCOX.JAHAN@EPA.GOV

Trip Details

Document Information

Purpose To provide communications support for the Administrator and to meet with various television stations.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
08/24/17	08/26/17	OKLAHOMA CITY, OK	2-INFORMATIONAL MEETING	97.00 / 59.00

Document Totals

Total Expenses	836.18	Advance Requested	0.00
Reimbursable Expenses	489.53	Net to Traveler	489.53
Non-Reimbursable Expenses	346.65	Net to Government	346.65
		Pay to Charge Card	0.00

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	331.90	0.00
Hotel Tax	26.92	0.00
Lodging-PerDiem	194.00	0.00
M&IE-PerDiem	147.50	0.00
Misc Expense	61.28	0.00
Rental Car	59.83	0.00
Transaction Fees	14.75	0.00
Total Expenses	836.18	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	elta	(b) (6)		297.60
COMM-CARR	elta			0.00
COMM-CARR	elta			0.00
COMM-CARR	elta			0.00
RENTAL	udget			59.83

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt) **To** ATL-Atlanta, GA (USA) (Hartsfield Intl.

Air
 Thursday August 24, 2017
 DCA-Washington, DC (USA) to ATL-Atlanta, GA (USA) (H
Aug 24 Delta 1139 Duration Unknown Nonstop
 Atlanta, GA (USA) (Hartsfield Intl. Apt) 08/24/2017 Atlanta, GA (USA) (Hartsfield Intl. Apt) 08/24/2017
 10:01AM 10:01AM
 Confirmation Number
 Flight Information
 Distance 546 miles Emissions 212.9 lbs of CO2
 No Seat Assigned Cost 297.60 USD

ATL-Atlanta, GA (USA) (H to OKC-Oklahoma City, OK (U
Aug 24 Delta 2481 Duration Unknown Nonstop
 Oklahoma City, OK (USA) (Will Rogers Apt) 08/24/2017 Oklahoma City, OK (USA) (Will Rogers Apt) 08/24/2017
 11:59AM 11:59AM
 Confirmation Number
 Flight Information
 Distance 759 miles Emissions 296.0 lbs of CO2
 No Seat Assigned

Car
 Car Rental at OKC-Oklahoma City, OK (U
Aug 24 Budget
 Picking Up 08/24/2017 11:59AM Returning 08/26/2017 8:00AM
 Picking Up at OKC-Oklahoma City, OK (U Returning to OKC-Oklahoma City, OK (U
 Total Rate 59.83 USD

Air
 Saturday August 26, 2017
 OKC-Oklahoma City, OK (U to ATL-Atlanta, GA (USA) (H
Aug 26 Delta 2314 Duration Unknown Nonstop
 Atlanta, GA (USA) (Hartsfield Intl. Apt) 08/26/2017 Atlanta, GA (USA) (Hartsfield Intl. Apt) 08/26/2017
 11:02AM 11:02AM
 Confirmation Number
 Flight Information
 Distance 759 miles Emissions 296.0 lbs of CO2
 No Seat Assigned

ATL-Atlanta, GA (USA) (H to DCA-Washington, DC (USA)
Aug 26 Delta 2349 Duration Unknown Nonstop
 Washington, DC (USA) (National Apt) 08/26/2017 Washington, DC (USA) (National Apt) 08/26/2017
 1:54PM 1:54PM
 Confirmation Number
 Flight Information
 Distance 546 miles Emissions 212.9 lbs of CO2
 No Seat Assigned

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
08/22/2017	Travel Fee	Com. Carrier	34.30	CENTRAL BILL	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					

Date	Description	Category	Cost	Pay Method	Per Diem
08/24/2017	Airline Flight	Com. Carrier	297.60	CENTRAL BILL	
08/24/2017	Hotel Tax (CONUS Only)	Hotel Tax	13.46	PERSONAL	
08/24/2017	Lodging	Lodging-PerDiem	97.00	PERSONAL	Yes
08/24/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
08/24/2017	Trans - Airport/Hotel	Misc Expense	15.36	PERSONAL	
08/24/2017	Rental Car	Rental Car	59.83	PERSONAL	
	<i>Comment: Conf Num: (b) (6)</i>	<i>Cmt:</i>			
08/25/2017	Hotel Tax (CONUS Only)	Hotel Tax	13.46	PERSONAL	
08/25/2017	Lodging	Lodging-PerDiem	97.00	PERSONAL	Yes
08/25/2017	M&IE	M&IE-PerDiem	59.00	PERSONAL	Yes
08/26/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
08/26/2017	Gas-Rental/Govt Car	Misc Expense	5.00	PERSONAL	
08/26/2017	Trans - Office/Residence	Misc Expense	15.92	PERSONAL	
08/26/2017	Parking	Misc Expense	25.00	PERSONAL	
09/02/2017	TDY Voucher Fee	Transaction Fees	14.75	CENTRAL BILL	
Total Non-Per Diem Expenses					494.68
Total Per Diem Expenses					341.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
08/24/2017	97.00/ 59.00	97.00	97.00	44.25	44.25				
08/25/2017	97.00/ 59.00	97.00	97.00	59.00	59.00				
08/26/2017	97.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									341.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO110EAEE	17 OA OEAE	A7T.20172018.B.11A.ZZZME8.MN111100.	CENTRAL BILL	346.65
EPAAO110EAEE	17 OA OEAE	A7T.20172018.B.11A.ZZZME8.MN111100.	PERSONAL	489.53

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO110EAEE	17 OA OEAE	A7T.20172018.B.11A.ZZZME8.MN111100.	836.18

Totals by Payment Method

Payment Method	Amount
CENTRAL BILL	346.65
PERSONAL	489.53

Document History - 03/30/2023 Vch: VCH153430

Status	Date	Time	Signature Name	Comments
PAID	09/06/2017	4:00PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	09/06/2017	1:00PMEST	One, EAI User	EAI Document Status Update WS
PENDING	09/06/2017	1:00PMEST	One, EAI User	EAI Voucher Submitted
PENDING	09/06/2017	10:14AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	09/06/2017	10:14AMEST	LEBLOND, CHARLES	
AUTHORIZED	09/02/2017	12:45PMEST	GRANTHAM, NANCY A	
SIGNED	09/02/2017	12:38PMEST	Wilcox, Jahan R	
PREPARED	09/02/2017	11:43AMEST	DICKERSON, AARON ARTHUR	
CREATED	09/02/2017	4:36AMEST	DICKERSON, AARON ARTHUR	

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Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

VCH159952 (TAA05408)



CONCURGOV

Primary Traveler	Jahan Wilcox (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	10/08/2017 - 10/09/2017
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Lexington
Organization	EPAAO11OEAE	Currency	USD
Total Cost	1,169.43	Per Diem Locations	LEXINGTON, KY
Current Status	PAID	Document Details	To provide communications support for the Administrator.
Next Status			

Traveler Profile

Name	Wilcox, Jahan R	Organization	EPAAO11OEAE
TrID	(b) (6)	Duty Station	
Office Address	Washington, DC	Card	ADVANCE AUTHORIZED
Office Phone	2025641991	EMAIL	WILCOX.JAHAN@EPA.GOV

Trip Details

Document Information

Purpose To provide communications support for the Administrator.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
10/08/17	10/09/17	LEXINGTON, KY	2-INFORMATIONAL MEETING	109.00 / 54.00

Document Totals

Total Expenses	1,169.43	Advance Requested	0.00
Reimbursable Expenses	1,169.43	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	1,169.43

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	853.30	0.00
Hotel Tax	17.52	0.00
Lodging-PerDiem	109.00	0.00
M&IE-PerDiem	81.00	0.00
Misc Expense	93.86	0.00
Transaction Fees	14.75	0.00
Total Expenses	1,169.43	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		819.00

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		0.00
COMM-CARR	Delta	(b) (6)		0.00
LODGE	Synxis Res Svcs	(b) (6)		109.00

Trip Itinerary

From	DCA-Washington, DC (USA) (National Apt)	To	LEX-Lexington / Frankfort, KY (USA)
Air			
Sunday October 08, 2017			
DCA-Washington, DC (USA) to LEX-Lexington / Frankfort			
Oct 08	Delta 5900 Lexington / Frankfort, KY (USA) 10/08/2017 10:17PM Confirmation Number	Duration Unknown Nonstop Lexington / Frankfort, KY (USA) 10/08/2017 10:17PM	
	Flight Information Distance 413 miles No Seat Assigned	Emissions 161.1 lbs of CO2 Cost 819.00 USD	
Hotel			
Synxis Res Svcs			
Oct 08	Checking in 10/08/2017	Checking out 10/09/2017 Total Rate 109.00 USD	
Air			
Monday October 09, 2017			
LEX-Lexington / Frankfort to ATL-Atlanta, GA (USA) (H			
Oct 09	Delta 796 Atlanta, GA (USA) (Hartsfield Intl. Apt) 10/09/2017 7:04PM Confirmation Number	Duration Unknown Nonstop Atlanta, GA (USA) (Hartsfield Intl. Apt) 10/09/2017 7:04PM	
	Flight Information Distance 304 miles No Seat Assigned	Emissions 118.6 lbs of CO2	
ATL-Atlanta, GA (USA) (H to DCA-Washington, DC (USA)			
Oct 09	Delta 374 Washington, DC (USA) (National Apt) 10/09/2017 10:33PM Confirmation Number	Duration Unknown Nonstop Washington, DC (USA) (National Apt) 10/09/2017 10:33PM	
	Flight Information Distance 546 miles No Seat Assigned	Emissions 212.9 lbs of CO2	

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
10/02/2017	Travel Fee <i>Comment: LB ATRS Domestic w-Air-Rail</i>	Com. Carrier	34.30	GOVCC	
10/08/2017	Airline Flight	Com. Carrier	819.00	GOVCC	
10/08/2017	Hotel Tax (CONUS Only)	Hotel Tax	17.52	GOVCC	
10/08/2017	Lodging <i>Comment: Conf Num(b) (6) Cmt:</i>	Lodging-PerDiem	109.00	GOVCC	Yes
10/08/2017	M&IE	M&IE-PerDiem	40.50	PERSONAL	Yes
10/08/2017	Internet Connection Fees	Misc Expense	19.95	PERSONAL	
10/08/2017	Trans - Office/Residence	Misc Expense	13.24	PERSONAL	
10/08/2017	Public Transit	Misc Expense	18.75	PERSONAL	
10/09/2017	M&IE	M&IE-PerDiem	40.50	PERSONAL	Yes
10/09/2017	Trans - Office/Residence	Misc Expense	16.92	PERSONAL	
10/09/2017	Public Transit	Misc Expense	25.00	PERSONAL	

Date	Description	Category	Cost	Pay Method	Per Diem
10/19/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
Total Non-Per Diem Expenses					979.43
Total Per Diem Expenses					190.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
10/08/2017	109.00/ 54.00	109.00	109.00	40.50	40.50				
10/09/2017	109.00/ 54.00	0.00	0.00	40.50	40.50				
Total Per Diem Allowances									190.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11SAB	17 OA SAB	L7T.20172018.B.11.ZZZMG5.MN111100.	GOVCC	994.57
EPAAO11SAB	17 OA SAB	L7T.20172018.B.11.ZZZMG5.MN111100.	PERSONAL	174.86

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11SAB	17 OA SAB	L7T.20172018.B.11.ZZZMG5.MN111100.	1,169.43

Totals by Payment Method

Payment Method	Amount
GOVCC	994.57
PERSONAL	174.86

Document History - 03/30/2023 Vch: VCH159952

Status	Date	Time	Signature Name	Comments
PAID	10/21/2017	4:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	10/20/2017	2:00PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	10/20/2017	2:00PMEST	One, EAI User	EAI Document Status Update WS
PENDING	10/20/2017	11:29AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	10/20/2017	11:29AMEST	TURNER, STEVE K	
AUTHORIZED	10/19/2017	10:44AMEST	ALLEN, REGINALD E	Mobile Client Action
SIGNED	10/19/2017	10:42AMEST	Wilcox, Jahan R	
PREPARED	10/19/2017	8:52AMEST	WOODWARD, CHERYL Denise	
CREATED	10/19/2017	8:40AMEST	WOODWARD, CHERYL Denise	

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Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

VCH160420 (TAA056WC)



Primary Traveler	Jahan Wilcox (b) (6)	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	10/19/2017 - 10/20/2017
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Omaha
Organization	EPAAO110EAE	Currency	USD
Total Cost	1,111.04	Per Diem Locations	OMAHA, NE
Current Status	PAID	Document Details	To provide support and communication to the Administrator.
Next Status			

Traveler Profile

Name	Wilcox, Jahan R	Organization	EPAAO110EAE
TrID	(b) (6)	Duty Station	
Office Address	Washington, DC	Card	ADVANCE AUTHORIZED
Office Phone	2025641991	EMAIL	WILCOX.JAHAN@EPA.GOV

Trip Details

Document Information

Purpose To provide support and communication to the Administrator.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
10/19/17	10/20/17	OMAHA, NE	2-INFORMATIONAL MEETING	109.00 / 64.00

Document Totals

Total Expenses	1,111.04	Advance Requested	0.00
Reimbursable Expenses	1,111.04	Net to Traveler	122.45
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	988.59

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	847.40	0.00
Hotel Tax	19.44	0.00
Lodging-PerDiem	107.00	0.00
M&IE-PerDiem	96.00	0.00
Misc Expense	26.45	0.00
Transaction Fees	14.75	0.00
Total Expenses	1,111.04	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		813.10

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		0.00
COMM-CARR	Delta			0.00
COMM-CARR	Delta			0.00
LODGE	Magnolia Hotels		Omaha,NE	107.00

Trip Itinerary

From	DCA-Washington, DC (USA) (National Apt)	To	MSP-Minneapolis / St. Paul, MN (USA)
Air			
Thursday October 19, 2017			
DCA-Washington, DC (USA) to MSP-Minneapolis / St. Pa			
Oct 19	Delta 1541 Minneapolis / St. Paul, MN (USA) 10/19/2017 8:52PM Confirmation Number	Duration Unknown Nonstop Minneapolis / St. Paul, MN (USA) 10/19/2017 8:52PM	
	Flight Information Distance 928 miles No Seat Assigned	Emissions 361.9 lbs of CO2 Cost 813.10 USD	
MSP-Minneapolis / St. Pa to OMA-Omaha, NE (USA) (Epl			
Oct 19	Delta 932 Omaha, NE (USA) (Epley Airfield) 10/19/2017 11:35PM Confirmation Number	Duration Unknown Nonstop Omaha, NE (USA) (Epley Airfield) 10/19/2017 11:35PM	
	Flight Information Distance 281 miles No Seat Assigned	Emissions 109.6 lbs of CO2	
Friday October 20, 2017			
OMA-Omaha, NE (USA) (Epl to DTW-Detroit, MI (USA) (M			
Oct 20	Delta 3520 Detroit, MI (USA) (Metropolitan Apt) 10/20/2017 8:42PM Confirmation Number	Duration Unknown Nonstop Detroit, MI (USA) (Metropolitan Apt) 10/20/2017 8:42PM	
	Flight Information Distance 648 miles No Seat Assigned	Emissions 252.7 lbs of CO2	
DTW-Detroit, MI (USA) (M to DCA-Washington, DC (USA)			
Oct 20	Delta 551 Washington, DC (USA) (National Apt) 10/20/2017 11:34PM Confirmation Number	Duration Unknown Nonstop Washington, DC (USA) (National Apt) 10/20/2017 11:34PM	
	Flight Information Distance 404 miles No Seat Assigned	Emissions 157.6 lbs of CO2	

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
10/19/2017	Airline Flight	Com. Carrier	813.10	GOVCC	
10/19/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
	<i>Comment: LB ATRS Domestic w-Air-Rail</i>				
10/19/2017	Hotel Tax (CONUS Only)	Hotel Tax	19.44	GOVCC	
10/19/2017	Lodging	Lodging-PerDiem	107.00	GOVCC	Yes
	<i>Comment: Conf Num(b) (6)</i>	<i>Cmt:</i>			
10/19/2017	M&IE	M&IE-PerDiem	48.00	PERSONAL	Yes
10/20/2017	M&IE	M&IE-PerDiem	48.00	PERSONAL	Yes
10/20/2017	Public Transit	Misc Expense	13.01	PERSONAL	
10/20/2017	Trans - Office/Residence	Misc Expense	13.44	PERSONAL	
10/23/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

Total Non-Per Diem Expenses 908.04

Total Per Diem Expenses 203.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
10/19/2017	109.00/ 64.00	107.00	107.00	48.00	48.00				
10/20/2017	109.00/ 64.00	0.00	0.00	48.00	48.00				
Total Per Diem Allowances									203.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11OEAE	17 OA OEAE	HT7.20172018.B.11.ZZZME8.MN111100.	GOVCC	988.59
EPAAO11OEAE	17 OA OEAE	HT7.20172018.B.11.ZZZME8.MN111100.	PERSONAL	122.45

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11OEAE	17 OA OEAE	HT7.20172018.B.11.ZZZME8.MN111100.	1,111.04

Totals by Payment Method

Payment Method	Amount
GOVCC	988.59
PERSONAL	122.45

Document History - 03/30/2023 Vch: VCH160420

Status	Date	Time	Signature Name	Comments
PAID	11/01/2017	10:01AMEST	One, EAI User	EAI Document Status Update WS
PENDING	11/01/2017	7:08AMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	11/01/2017	7:08AMEST	One, EAI User	EAI Document Status Update WS
PENDING	11/01/2017	5:06AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	11/01/2017	5:06AMEST	PENNINGTON, SHAUN	
AUTHORIZED	10/31/2017	8:59AMEST	GRANTHAM, NANCY A	
SIGNED	10/26/2017	1:42PMEST	Wilcox, Jahan R	
PREPARED	10/23/2017	9:07AMEST	WOODWARD, CHERYL Denise	
CREATED	10/23/2017	8:50AMEST	WOODWARD, CHERYL Denise	

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Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

VCH166385 (TAA05AR2)



Primary Traveler	Jahan Wilcox (b) (6)	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	11/26/2017 - 11/27/2017
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Orlando
Organization	EPAAO11OEAE	Currency	USD
Total Cost	216.68	Per Diem Locations	ORLANDO, FL
Current Status	PAID	Document Details	To support the Administrator with Communication from the Public Affairs office staff.
Next Status			

Traveler Profile

Name	Wilcox, Jahan R	Organization	EPAAO11OEAE
TrID	(b) (6)	Duty Station	
Office Address	Washington, DC	Card	ADVANCE AUTHORIZED
Office Phone	2025641991	EMAIL	WILCOX.JAHAN@EPA.GOV

Trip Details

Document Information

Purpose To support the Administrator with Communication from the Public Affairs office staff.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
11/26/17	11/27/17	ORLANDO, FL	2-INFORMATIONAL MEETING	129.00 / 59.00

Document Totals

Total Expenses	216.68	Advance Requested	0.00
Reimbursable Expenses	216.68	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	216.68

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	34.30	0.00
Hotel Tax	18.63	0.00
Lodging-PerDiem	149.00	0.00
Transaction Fees	14.75	0.00
Total Expenses	216.68	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		263.40
COMM-CARR	American Airlines	(b) (6)	1	0.00

Reservation Type	Vendor	Ticket#	Location	Cost
LODGE	Hilton	(b) (6)	Lake Buena Vista,FL	119.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
11/22/2017	Travel Fee <i>Comment: LB ATRS Domestic w-Air-Rail</i>	Com. Carrier	34.30	GOVCC	
11/26/2017	Hotel Tax (CONUS Only)	Hotel Tax	18.63	GOVCC	
11/26/2017	Lodging <i>Comment: Conf Num(b) (6) Cmt: CANCEL BEFORE 12AM 22NOV17</i>	Lodging-PerDiem	149.00	GOVCC	Yes
11/30/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
				Total Non-Per Diem Expenses	67.68
				Total Per Diem Expenses	149.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
11/26/2017	129.00/ 59.00	149.00	149.00	0.00	0.00				
11/27/2017	129.00/ 59.00	0.00	0.00	0.00	0.00				
Total Per Diem Allowances									149.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11OEAE	18 OA OEAE	H8T.20182019.B.11H.000ME8.MN111100.	GOVCC	216.68

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11OEAE	18 OA OEAE	H8T.20182019.B.11H.000ME8.MN111100.	216.68

Totals by Payment Method

Payment Method	Amount
GOVCC	216.68

Document History - 03/30/2023 Vch: VCH166385

Status	Date	Time	Signature Name	Comments
PAID	12/12/2017	3:01PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	12/12/2017	11:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/12/2017	11:00AMEST	One, EAI User	EAI Voucher Submitted
PENDING	12/12/2017	8:44AMEST	SYSUTILITY	EAI Obligation Submitted

Status	Date	Time	Signature Name	Comments
VOUCHER APPROVED	12/12/2017	8:43AMEST	TURNER, STEVE K	
AUTHORIZED	12/07/2017	2:30PMEST	GRANTHAM, NANCY A	
SIGNED	12/07/2017	11:25AMEST	Wilcox, Jahan R	
PREPARED	12/07/2017	11:21AMEST	WOODWARD, CHERYL Denise	
PREPARED	12/06/2017	12:36PMEST	WOODWARD, CHERYL Denise	
PREPARED	11/30/2017	11:15AMEST	WOODWARD, CHERYL Denise	
CREATED	11/30/2017	11:01AMEST	WOODWARD, CHERYL Denise	

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Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

VCH167226 (TAA05BIK)



Primary Traveler	Jahan Wilco (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	11/30/2017 - 12/01/2017
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Des Moines
Organization	EPAAO110EAE	Currency	USD
Total Cost	886.05	Per Diem Locations	DES MOINES, IA
Current Status	PAID	Document Details	To support the Administrator with communications and operation/
Next Status			

Traveler Profile

Name	Wilcox, Jahan R	Organization	EPAAO110EAE
TrID	(b) (6)	Duty Station	
Office Address	Washington, DC	Card	ADVANCE AUTHORIZED
Office Phone	2025641991	EMAIL	WILCOX.JAHAN@EPA.GOV

Trip Details

Document Information

Purpose To support the Administrator with communications and operation/

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
11/30/17	12/01/17	DES MOINES, IA	2-INFORMATIONAL MEETING	109.00 / 59.00

Document Totals

Total Expenses	886.05	Advance Requested	0.00
Reimbursable Expenses	886.05	Net to Traveler	75.42
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	810.63

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	611.90	0.00
Hotel Tax	13.08	0.00
Lodging-PerDiem	109.00	0.00
M&IE-PerDiem	88.50	0.00
Misc Expense	48.82	0.00
Transaction Fees	14.75	0.00
Total Expenses	886.05	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		577.60

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		0.00
COMM-CARR	Delta			0.00
COMM-CARR	Delta			0.00
LODGE	Staybridge Ste			109.00

Trip Itinerary

From	DCA-Washington, DC (USA) (National Apt)	To	DTW-Detroit, MI (USA) (Metropolitan Apt)
Air			
Thursday November 30, 2017			
DCA-Washington, DC (USA) to DTW-Detroit, MI (USA) (M			
Nov 30	Delta 136 Detroit, MI (USA) (Metropolitan Apt) 11/30/2017 7:25PM Confirmation Number	Duration Unknown Nonstop Detroit, MI (USA) (Metropolitan Apt) 11/30/2017 7:25PM	
	Flight Information Distance 404 miles No Seat Assigned	Emissions 157.6 lbs of CO2 Cost 577.60 USD	
DTW-Detroit, MI (USA) (M to DSM-Des Moines, IA (USA)			
Nov 30	Delta 3613 Des Moines, IA (USA) 11/30/2017 9:05PM Confirmation Number	Duration Unknown Nonstop Des Moines, IA (USA) 11/30/2017 9:05PM	
	Flight Information Distance 532 miles No Seat Assigned	Emissions 207.5 lbs of CO2	
Hotel			
Staybridge Ste			
Nov 30	Checking in 11/30/2017	Checking out 12/01/2017 Total Rate 109.00 USD	
Air			
Friday December 01, 2017			
DSM-Des Moines, IA (USA) to DTW-Detroit, MI (USA) (M			
Dec 01	Delta 4603 Detroit, MI (USA) (Metropolitan Apt) 12/01/2017 9:08PM Confirmation Number	Duration Unknown Nonstop Detroit, MI (USA) (Metropolitan Apt) 12/01/2017 9:08PM	
	Flight Information Distance 532 miles No Seat Assigned	Emissions 207.5 lbs of CO2	
DTW-Detroit, MI (USA) (M to DCA-Washington, DC (USA)			
Dec 01	Delta 1408 Washington, DC (USA) (National Apt) 12/01/2017 11:50PM Confirmation Number	Duration Unknown Nonstop Washington, DC (USA) (National Apt) 12/01/2017 11:50PM	
	Flight Information Distance 404 miles No Seat Assigned	Emissions 157.6 lbs of CO2	

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
11/30/2017	Airline Flight	Com. Carrier	577.60	GOVCC	
11/30/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
	<i>Comment: LB ATRS Domestic w-Air-Rail</i>				
11/30/2017	Hotel Tax (CONUS Only)	Hotel Tax	13.08	GOVCC	
11/30/2017	Lodging	Lodging-PerDiem	109.00	GOVCC	Yes
	<i>Comment: Conf Num(b) (6) Cmt:</i>				
11/30/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes

Date	Description	Category	Cost	Pay Method	Per Diem
11/30/2017	Internet Connection Fees	Misc Expense	6.00	PERSONAL	
11/30/2017	Trans - Office/Residence	Misc Expense	16.44	PERSONAL	
12/01/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
12/01/2017	Internet Connection Fees	Misc Expense	9.95	PERSONAL	
12/01/2017	Trans - Office/Residence	Misc Expense	16.43	PERSONAL	
12/06/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
Total Non-Per Diem Expenses					688.55
Total Per Diem Expenses					197.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
11/30/2017	109.00/ 59.00	109.00	109.00	44.25	44.25				
12/01/2017	109.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									197.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11OEAEE	18 OA OEAEE	H8T.20182019.B.11H.000ME8.MN111100.	GOVCC	748.73
EPAAO11OEAEE	18 OA OEAEE	H8T.20182019.B.11H.000ME8.MN111100.	PERSONAL	137.32

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11OEAEE	18 OA OEAEE	H8T.20182019.B.11H.000ME8.MN111100.	886.05

Totals by Payment Method

Payment Method	Amount
GOVCC	748.73
PERSONAL	137.32

Document History - 03/30/2023 Vch: VCH167226

Status	Date	Time	Signature Name	Comments
PAID	12/12/2017	10:00AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	12/12/2017	7:07AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/12/2017	7:07AMEST	One, EAI User	EAI Voucher Submitted
PENDING	12/12/2017	5:56AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	12/12/2017	5:56AMEST	FITZPATRICK, SAMUEL C	
AUTHORIZED	12/07/2017	2:30PMEST	GRANTHAM, NANCY A	
SIGNED	12/07/2017	11:23AMEST	Wilcox, Jahan R	

Status	Date	Time	Signature Name	Comments
PREPARED	12/07/2017	11:19AMEST	WOODWARD, CHERYL Denise	
PREPARED	12/06/2017	12:43PMEST	WOODWARD, CHERYL Denise	
CREATED	12/06/2017	12:11PMEST	WOODWARD, CHERYL Denise	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

VCH172426 (TAA05GWO)



Primary Traveler	Jahan Wilco (b) (6)	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	01/31/2018 - 02/01/2018
Type Code	TEMPORARY DUTY	Trip Name	Trip from DCA to New York and return
Organization	EPAAO11OEAE	Currency	USD
Total Cost	700.58	Per Diem Locations	NEW YORK, NY
Current Status	PAID	Document Details	To support the Administrator with communication as a Press Secretary at Media interviews.
Next Status			

Traveler Profile

Name	Wilcox, Jahan R	Organization	EPAAO11OEAE
TrID	(b) (6)	Duty Station	
Office Address	Washington, DC	Card	ADVANCE AUTHORIZED
Office Phone	2025641991	EMAIL	WILCOX.JAHAN@EPA.GOV

Trip Details

Document Information

Purpose To support the Administrator with communication as a Press Secretary at Media interviews.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
01/31/18	02/01/18	NEW YORK, NY	2-INFORMATIONAL MEETING	164.00 / 74.00

Document Totals

Total Expenses	700.58	Advance Requested	0.00
Reimbursable Expenses	700.58	Net to Traveler	258.88
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	441.70

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	193.20	0.00
Lodging-PerDiem	233.75	0.00
M&IE-PerDiem	111.00	0.00
Misc Expense	147.88	0.00
Transaction Fees	14.75	0.00
Total Expenses	700.58	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		124.60

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		0.00
LODGE	Leading Hotels	(b) (6)		233.75

Trip Itinerary

From	DCA-Washington, DC (USA) (National Apt)	To	LGA-New York, NY (USA) (La Guardia Apt)
Air			
Wednesday January 31, 2018			
DCA-Washington, DC (USA) to LGA-New York, NY (USA) (
Jan 31	American Airlines 4762 New York, NY (USA) (La Guardia Apt) 01/31/2018 5:29PM Confirmation Number	Duration Unknown Nonstop New York, NY (USA) (La Guardia Apt) 01/31/2018 5:29PM	
	Flight Information Distance 214 miles No Seat Assigned	Emissions 83.5 lbs of CO2 Cost 124.60 USD	
Hotel			
Leading Hotels			
Jan 31	Checking in 01/31/2018	Checking out 02/01/2018 Total Rate 233.75 USD	
Air			
Thursday February 01, 2018			
LGA-New York, NY (USA) (to DCA-Washington, DC (USA)			
Feb 01	American Airlines 4761 Washington, DC (USA) (National Apt) 02/01/2018 4:30PM Confirmation Number	Duration Unknown Nonstop Washington, DC (USA) (National Apt) 02/01/2018 4:30PM	
	Flight Information Distance 214 miles No Seat Assigned	Emissions 83.5 lbs of CO2	

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
01/30/2018	Travel Fee <i>Comment: LB ATRS Domestic w-Air-Rail</i>	Com. Carrier	34.30	GOVCC	
01/31/2018	Airline Flight	Com. Carrier	124.60	GOVCC	
01/31/2018	Travel Fee <i>Comment: LB ATRS Domestic w-Air-Rail</i>	Com. Carrier	34.30	GOVCC	
01/31/2018	Lodging <i>Comment: Conf Num(b) (6) Cmt:</i>	Lodging-PerDiem	233.75	GOVCC	Yes
01/31/2018	M&IE	M&IE-PerDiem	55.50	PERSONAL	Yes
01/31/2018	Internet Connection Fees	Misc Expense	15.00	PERSONAL	
01/31/2018	Trans - Office/Residence	Misc Expense	15.11	PERSONAL	
01/31/2018	Public Transit	Misc Expense	31.55	PERSONAL	
01/31/2018	Trans - Airport/Hotel	Misc Expense	36.36	PERSONAL	
02/01/2018	M&IE	M&IE-PerDiem	55.50	PERSONAL	Yes
02/01/2018	Trans - Airport/Hotel	Misc Expense	49.86	PERSONAL	
02/06/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
Total Non-Per Diem Expenses					355.83
Total Per Diem Expenses					344.75

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
01/31/2018	164.00/ 74.00	233.75	233.75	55.50	55.50				
02/01/2018	164.00/ 74.00	0.00	0.00	55.50	55.50				
Total Per Diem Allowances									344.75

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAO11OEAE	18 OA OEAE	H8T.20182019.B.11H.000ME8.MN111100.	GOVCC	441.70
EPAO11OEAE	18 OA OEAE	H8T.20182019.B.11H.000ME8.MN111100.	PERSONAL	258.88

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAO11OEAE	18 OA OEAE	H8T.20182019.B.11H.000ME8.MN111100.	700.58

Totals by Payment Method

Payment Method	Amount
GOVCC	441.70
PERSONAL	258.88

Document History - 03/30/2023 Vch: VCH172426

Status	Date	Time	Signature Name	Comments
PAID	02/10/2018	3:01AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	02/09/2018	2:01PMEST	One, EAI User	EAI Document Status Update WS
PENDING	02/09/2018	2:01PMEST	One, EAI User	EAI Voucher Submitted
PENDING	02/09/2018	12:34PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	02/09/2018	12:34PMEST	POWERS, JEANNA M	
AUTHORIZED	02/08/2018	1:28PMEST	GRANTHAM, NANCY A	
SIGNED	02/08/2018	9:45AMEST	Wilcox, Jahan R	
PREPARED	02/06/2018	6:46AMEST	WOODWARD, CHERYL Denise	
CREATED	02/06/2018	6:37AMEST	WOODWARD, CHERYL Denise	

I certify that the electronic signatures listed above are valid and on file

 SIGNED DATE

Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____